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*OLC-78-0185*  
*Security*

19 JAN 1978

MEMORANDUM FOR: Mr. William Miller  
Staff Director  
Senate Select Committee on Intelligence

ATTENTION: Mr. Ben Marshall

FROM: Robert W. Gambino  
Director of Security

SUBJECT: Security Survey at the National Archives  
Relevant to the Open-Shelf Storage of  
Classified Senate Select Committee on  
Intelligence Files

1. In accordance with your verbal request, a representative of the Physical Security Division conducted a security survey on 30 November 1977 at the National Archives, 8th and Pennsylvania Avenue NW, Washington, D.C., relevant to the open-shelf storage of classified Senate Select Committee on Intelligence (SSCI) files, including collateral intelligence materials. Messrs. Ben Marshall of your staff, and Allen Thompson and Clarence Lyons of the National Archives staff, assisted in the survey.

2. The area selected for the storage of Committee material is located on the 21st, or top, floor of the National Archives. The area was at one time occupied by General William Donovan and the Office of Strategic Services. Access to the 21st floor is via elevators that service the basement through 18th floor and a second bank of elevators that provide access to the top three floors. Access to the storage area is through a small office area into a corridor that has cubicles on both sides, each measuring approximately 12' x 10' with 6'2" ceiling height. At present, the cubicles are used for the storage of film in metal canisters. The cubicle that is to be used for the SSCI storage is designated CV-1 and is the end cubicle on the south side of the corridor. The entrance door is a metal file door with viewport and anti-explosion vent. At present, the door is keylocked. Two walls of CV-1

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are common with a machine and equipment room. One wall borders an adjacent cubicle and the other borders the corridor. It is believed the walls are of concrete faced with tile and have a thickness of approximately 8". The floor is reinforced concrete and the ceiling is of 2' x 3' hollow-core concrete tiles 3" thick which are suspended on metal bars. There is a crawl space over the cubicle that is laced with heating and air-conditioning ducts and fire sprinkler piping. Each cubicle contains a smoke detector and a sprinkler system.

3. In conjunction with the existing physical security features of the National Archives, including 24-hour protection by armed Federal Protective Officers (FPO's), the following recommendations were discussed with and agreed to by Messrs. Marshall, Thompson and Lyon as being necessary to provide adequate protection for the Senate Select Committee files:

RECOMMENDATIONS:

- a. Weld steel plates over the viewport and the anti-explosion vent in the CV-1 entrance door.
- b. Tack weld the external hinge pins of the entrance door to CV-1 to prevent their removal.
- c. Install an approved 3-way combination lock with a Safemaster extension 50 escape mechanism on the entrance door to CV-1.
- d. Equip the entrance door to CV-1 with a contact alarm.
- e. Install an ultrasonic-type alarm inside CV-1. Both the door contact alarm and the ultrasonic alarm are to annunciate at the FPO alarm control panel within the National Archives and at GSA/FPO Headquarters at 7th and D Streets SW, Washington, D.C.
- f. Room CV-1 is to remain in alarm status at all times except when being visited by members of the Senate Select Committee staff.
- g. A security survey check sheet is to be used on the entrance door to CV-1 to record the date, time and initials of the individual opening and closing the door.

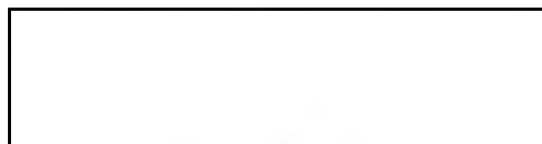
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h. The combination on the lock to entrance door CV-1 is to be changed by appropriately cleared persons and in accordance with Executive Order 11652, Appendix A, Paragraph e.

i. Should any of the material stored within the CV-1 be involved in a security violation, the staff Security Officer is to advise the Chief, Physical Security Division, telephone 351-5882, thus enabling the immediate preparation of a damage assessment report.

4. In order to complete our record of the inspection, you are requested to notify this Office once the recommendations have been implemented, and a member of the Physical Security Division will perform a final inspection.



Robert W. Gambino

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TO: OLC		
ROOM NO.	BUILDING	
REMARKS:		
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ROOM NO.	BUILDING	EXTENSION

FORM NO. 241  
1 FEB 55

REPLACES FORM 36-8  
WHICH MAY BE USED.

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